MEMORANDUM FOR: JJH    For Review

John:

Here is [          ] completed study of the MIS.
He lists three alternative courses of action
including: (a) upgrade the current computer
based system by a reprogramming effort, (b) con-
vert to a manual system more narrowly based than
the present system, and (c) eliminate a centralized
MIS and decentralize the responsibility for
recordkeeping to the Group level.

In soliciting comments from the Groups and
Staffs he has gotten a mixed reaction. PPBS and
PSG are in favor of retaining the current
computer based ystem, upgrading it through a
reprogramming effort. IEG prefers to go to the
manual system and TSG would prefer to eliminate

(DATE)
(over)

Declass Review by
NIMA/DOD

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1 AUG 54       WHICH MAY BE USED.                    (47)

the MIS altogether.  SS stated no preference but
seemed to lean towards going to the decentralized
type of record system.

I am a little disappointed with this study.
I don't think it goes as deep as it might have.
However, I think the alternatives are good ones.
My preference is for alternative b - convert
to the manual system.  I believe we should do
some further investigation into what OER is doing
and perhaps others.  I think we should start to
convert to the new system on 1 July 1971.

10 Dec 70

| FRO | | | | DATE |
|-----|--|--|--|------|
| | | | | 8 DEC 1970 |

| TO | INITIALS | DATE | REMARKS |
|----|----------|------|---------|
| DIRECTOR | | | |
| DEP/DIRECTOR | | | 1-2 |
| EXEC/DIRECTOR | 2 | | For Review |
| SPECIAL ASST | 1. | M | 0318 |
| ASST TO DIR | | | |
| HISTORIAN | | | study & |
| | | | recommendations |
| CH/PPBS | | | on the MIS |
| DEP CH/PPBS | | | |
| EXO/PPBS | | | |
| | | | |
| CH/SS | | | |
| DEP CH/SS | | | |
| SC & P | | | |
| RECORDS MGT | | | |
| PERSONNEL | | | |
| LOGISTICS | | | |
| TRAINING | | | |
| SECURITY | | | |
| FINANCE | | | |
| | | | |
| CH/IEG | | | |
| DEP CH/IEG | | | |
| EXO/IEG | | | |
| | | | |
| CH/PSG | | | |
| DEP CH PSG | | | |
| EXO PSG | | | |
| | | | |
| CH/TSG | | | |
| DEP CH/TSG | | | |
| EXO/TSG | | | |
| | | | |
| DIR/IAS/DDI | | | |
| CH/DIAXX-4 | | | |
| CH/DIAAP-9 | | | |

RM/3PX5

IP FORM 30 (7 70) OBSOLETE PREVIOUS EDITIONS

(1)

# MIS — Needs

## Personnel

- <u>Average Age</u> - of all Center personnel.
  - of each Grp + sub-component,
  - of men
  - of women
  - ? - by job category : PI, clerk typist, etc.
  - ? - of supervisors ?

- <u>Sex facts</u> —

  - Numbers of men in each grade.
  - — " " women " " " .

- <u>Race info</u> —

  - Percent of blacks in Center.
  - Numbers of " in each grade.
  - Average black salary.
  - — " white " .

- <u>Education info</u>   By grade

By job category ?

- Retirement info

- Attrition info

- Promotion rate
    - By Grade
    ? - By job category

- Time in grade ?

- Headroom count ?

- Payroll costs

- Overtime    "

- Training efforts

# Equipment

- Costs by Kind
- Maintenance ? costs.

# Operations

- Project manhours
  - Present
  → - Projected
- By Customer
- By ~~NPIC~~ NPIC components.

MEMORANDUM FOR: *D/OCS*

*Doug — I am initiating a policy of sending you, and yours, copies of NPIC ADP-related papers. Hope you do not mind the xtra paper involved.*

*NPIC*

*23 Apr 70*
(DATE)

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MEMORANDUM FOR: *O/PPB*

*— for info.*

*NPIC*

*23 Apr 70*
(DATE)

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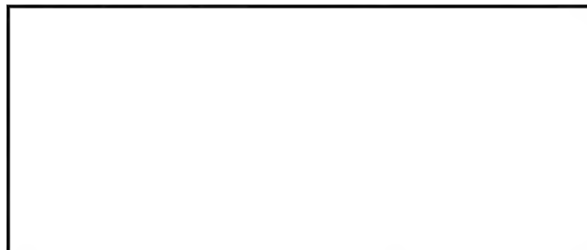
16 Mar 70

16 April

25X1

— Early in April, I should
like to hear your views about
the following:

— New and additional
uses of ADP which could be
made in the Center in the
foreseeable future, & why.

— Present ADP uses which
are not effective, & why.

— Present ADP uses which
are effective, & why.

MEMORANDUM FOR: O/DDI

— for info.

23 Apr 70
(DATE)

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